

## **Air Support Group Supervisor**

The Air Support Group Supervisor is responsible for supporting and managing Air Base operations and maintaining liaison with outlying Air Bases.

This includes providing the availability for fuel, maintenance and supplies, loading and unloading emergency personnel and supplies, and providing enforcement of safety regulations.

Any and all aircraft movement on the field at Santa Monica Airport is under the control of the FAA control tower. Tower 120.1, air operations, take off and landings, Ground 121.9, ground operations and taxi. After clearing the runway and taxiway to the appropriate Deck Areas, aircraft are under the control of the Air Base Manager, who reports to the Air Support Group Supervisor, who reports to the Air Operations Branch Director.

During an actual emergency, one person may hold numerous functions.

### **Services at Santa Monica Airport:**

<b>Fuel:</b>	American Flyers –	Ph 310-390-2099 or Unicom 123.3
	Supermarine –	Ph 310-396-6770 or Unicom 122.95
<b>Maintenance:</b>	Bills Air Center –	Ph 310-397-8183
	Santa Monica Aviation –	Ph 310-398-9392

### **Santa Monica Airport Terminal Information Service (ATIS):**

Ph 310-450-4620 or Unicom 119.15

### **Duties of Air Support Group Supervisor:**

1. Obtain briefing from Air Operations Branch Director or Operations Section Chief.
2. Obtain copy of Incident Action Plan from Air Operations Branch Director.
3. Participate in Air Operations planning activities
4. Inform Air Operations Branch Director of group activities
5. Identify resources/supplies available at airport.
6. Request special air support items from appropriate sources
7. Identify personnel and cargo loading & unloading sites from incident plan or Air Operations Branch Director.
8. Determine need for assignment of personnel and equipment.
9. Coordinate special requests for air logistics.
10. Maintain coordination with outlying airports (Air Bases) supporting the incident.
11. Ensure that dispatching of aircraft as needed is coordinated with outlying air bases through Air Tactical Group Supervisor.
12. Coordinate activities with Air Operations Branch Director.
13. Obtain assigned radio frequencies for on-airport operations for Air Base Radio Operator, Communication Unit Leader or Communications Plan.
14. Inform Air Operations Branch Director of capability to provide night flying service.
15. Ensure compliance with the FAA's requirements for possible instrument flying conditions.
16. Provide crash/rescue service
17. Maintain Unit/Activity Log.